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CABINET COUNCIL ON MANAGEMENT AND ADMINISTRATION

ADP Policy UpdateBackground

Both the Grace Commission and Reform 88 have identified automated data processing and office automation (ADP/OA) as areas in which tremendous cost savings are possible. Government computers and software are expensive investments, and currently ADP procurement and disposal methods are uncoordinated and probably inefficient.

ADP policy is one of those topics about which a lot of government people are talking, but no one is quite sure what is being done. OMB has both the Reform 88 staff and the OIRA regulatory staff working on this issue. GSA has an Information Resources Management group responsible for policy and procurement across a wide range of ADP-related areas, e.g. software, telecommunications, networking, and information retrieval. Many Federal agencies have taken matters in their own hands and are testing, buying and using ADP equipment under numerous loopholes, guises and special legislation.

The need for an Administration ADP policy exists, or as the President's Private Sector Survey on Cost Control Task Force puts it, "the void in ADP/OA management must be filled."

CCMA Interest and Options

For immediate CCMA attention, the following options appear feasible.

1. Have OMB take the lead in examining needed policy changes.
2. Have GSA take the lead.
3. Establish a CCMA Working Group
4. Begin the process of implementing the Grace Commission recommendations for establishing an Office of Federal Information Resources Management and having the President appoint a Federal Information Resources manager.

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Below is a listing of some of the areas for which ADP Policies should be examined, and which could serve as the charter for OMB, GSA, a CCMA Working Group, or an Office of Information Resources Management.

- *1. Federal ADP leadership and direction
- *2. Agency ADP management
- *3. ADP acquisition and technical support
- *4. Hardware and software resources management
- *5. Teleprocessing resources management
- *6. Office automation
- *7. ADP personnel recruitment and management
- 8. ADP research, development, and special applications
- 9. Microprocessors and personal computers
- 10. Computer Graphics
- 11. Legal aspects and authenticity of ADP records
- 12. Computer systems security

* Source: PPSSCC Report on ADP/OA